

## LEICESTER FOREST EAST PARISH COUNCIL

Minutes of the Parks, Hall, Events and LiFE Magazine Committee Meeting on Tuesday 6<sup>th</sup> June 2023, held in the Parish Hall, Kings Drive, Leicester Forest East commencing at 7.37pm.

**Present:** R. Darlison (Chair) P. Kitchen C. Wells

Two Members of the Public, in person  
Mrs H. E. Mann – Clerk to the Council

**PH&E 23.48 To appoint a Chairman of the Parks, Hall, Events and LiFE Magazine Committee for the year 2023/2024**

**Resolution:** The Committee resolved to elect David Di Palma to the position of Chair of the Parks, Halls and Events Committee for the year 2023-2024.

*Clerk to inform Cllr. Di Palma of his election to the post of Chair of the Parks, Halls and Events Committee for the year 2023-2024.*

**PH&E 23.49 To appoint a Vice-Chairman of the Parks, Hall, Events and LiFE Magazine Committee for the year 2023/2024**

**Resolution:** The Committee resolved to elect David Dawes to the position of Vice-Chair of the Parks, Halls and Events Committee for the year 2023-2024.

*Clerk to inform Cllr. Dawes of his election to the post of Vice-Chair of the Parks, Halls and Events Committee for the year 2023-2024.*

**Resolution:** The Committee resolved that Cllr. Darlison should chair the meeting in the absence of the newly elected Chair and Vice-Chairs.

**PH&E 23.50 To receive apologies for absence**

**Resolution:** The Committee resolved to accept apologies from Cllrs. Dawes and Di Palma which were given prior to the meeting.

**PH&E 23.51 To receive disclosures of interest in accordance with the code of conduct**

None.

**PH&E 23.52 To adjourn the meeting to receive questions from members of the public**

A representative from Epworth Football club attended the meeting to discuss the club's requests from the Parish Council. As such, the Committee decided to discuss agenda item PH&E 23.54 (b), (c), (d), (e) and (f) at this point.

The club has increased hugely in membership numbers over the past few years (girls football is the fastest growing sport in the world) and has recently been level 1 accredited.

**(a) To consider installing a trophy cabinet to display Epworth's trophy**

*Clerk to look into the insurance implications of having a trophy cabinet in the Parish Hall which contained trophies belonging to Epworth Football Club, e.g. what would be the cost of the additional insurance premium?*

**(b) To consider if the grass can be cut shorter**

The Committee decided that if Epworth want the grass cutting more frequently (because they have a lot of players and so use the pitches for longer than the standard football playing season) they shall keep in touch with the Clerk. The acting Chair of the Committee explained that he had spoken to the parish Council's grounds maintenance contractor who had agreed to carry out extra cuts if necessary.

- (c) **To ask if the Parish Council would consider improving the changing facilities if Epworth secured funding**

*Clerk to leave all of the issues raised by Epworth on the Parks Committee agenda.*

- (d) **To ask if the Parish Council would consider having a container installed and positioned in the top left of the field to hold football equipment**

The Parks Committee raised concerns with installing a container, including the likelihood of vandalism, potential for someone to climb on it and fall off and injure themselves, also if it was broken into who would be responsible for attending the scene?

A suggestion was made by a member of the public that double doors could be added to the garage to make access easier, instead of adding a new container.

The Clerk asked Epworth to obtain quotes for changing the garage door into a double door.

- (e) **To consider allowing Epworth to apply for grass pitch improvement funding**

The Parks Committee agreed that the football club for apply for a pitch improvement grant.

Additionally, Epworth asked if they could secure a five-year lease with the Parish Council in order to be able to apply for some of the funding mentioned.

*Clerk to look into five-year long leases and the legal implications.*

The Committee asked that the changing room be cleared of the containers, clothing etc. which has been left in there by the football club. It also asked that the marks being left by the line-marking machine be dealt with. The representative from Epworth explained that a new machine was being purchased and that the items will be cleared from the changing room.

*Clerk to ask LRALC if they have someone who can come and explain all the legalities and issues with female football players etc. to the Parish Council.*

**PH&E 23.53 To confirm the minutes of the Parks, Hall, Events and LiFE Magazine Committee Meeting held on Tuesday 2<sup>nd</sup> May 2023 as a true and accurate record**

**Resolution:** The Committee resolved to accept the Parks Committee minutes from the 02.05.2023 meeting as a true and accurate record.

*Clerk to remove the word 'draft' from the Parks Committee minutes from the 02.05.2023 meeting.*

**PH&E 23.54 To consider issues raised by Epworth Football Club:**

- (f) **Use of the playing fields by Leicester Huntsmen American Football Club**

The Parks Committee decided that Leicester Huntsmen American Football Club can only use the pitch Epworth have said they can use.

*Clerk to inform Epworth and Leicester Huntsmen American Football Club of the Parks Committee decided that Leicester Huntsmen American Football Club can only use the pitch Epworth have said they can use.*

- (g) **To consider installing a trophy cabinet to display Epworth's trophy**  
(h) **To consider if the grass can be cut shorter**  
(i) **To ask if the Parish Council would consider improving the changing facilities if Epworth secured funding**  
(j) **To ask if the Parish Council would consider having a container installed and positioned in the top left of the field to hold football equipment**  
(k) **To consider allowing Epworth to apply for grass pitch improvement funding**

*Items (b) – (e) were discussed at agenda point PH&E 23.52 above.*

**PH&E 23.55 To discuss matters arising from those minutes:**

**(a) To discuss alterations to the Parish Office including quotes for CCTV alterations**

Clerk to add the CCTV quote to the other costings for the parish office alterations.

**(b) To discuss Possible new audio-visual equipment for Film Evening**

Clerk to:

- Ask if the new audio-visual equipment quote includes mounting of the equipment and will the existing rack system to be used? What else was suggested by the film evening? Will the original box housing be used? Could a representative from the film evening attend a future meeting to explain?
- Check to see if new AV equipment has been budgeted for? If not, any purchase will need to be approved by a Council resolution.

**(c) To discuss issue with edging of surfacing, large activity centre on Boyers Park & related quote**

Clerk to continue to chase No Mow.

**(d) To discuss quotes for linking perimeter path to David Wilson path plus possible update from David Wilson**

Clerk to remove 'To discuss quotes for linking perimeter path to David Wilson path plus possible update from David Wilson' from agenda.

**(e) To discuss replacement fence at Chapel Green**

Will hopefully start mid-July, subject to the weather.

**(f) To discuss May 2023 edition of LiFE magazine**

No issues.

**(g) To consider getting local school children involved in a project on the parks**

Will sow the purchased wildflower seeds in the autumn, possibly will be done by Councillors, possibly will be done by local school children.

**PH&E 23.56**

**To discuss Forest East Park, Kings Walk Park and Spinney matters:**

**(a) To consider who will fill the Tommy planters with compost**

Clerk to leave 'To consider who will fill the Tommy planters with compost' on agenda.

**(b) To consider who should cut back trees/bushes etc on one park which borders a resident's property who wants to install a new fence**

One Councillor will look into this situation (To consider who should cut back trees/bushes etc on one park which borders a resident's property who wants to install a new fence) and report back to the Parks Committee in July.

Clerk to leave 'To consider who should cut back trees/bushes etc on one park which borders a resident's property who wants to install a new fence' on agenda.

**(c) To consider whether a resident can have the logs from the tree felling in the wildflower garden**

**Resolution:** The Committee resolved that a resident could help themselves to the logs created from tree works in the parks, at their own risk.

Clerk to inform resident they are able to help themselves to the logs in the wildflower garden, at their own risk.

**(d) To consider residents responses from life magazine asking if a remembrance garden is desired**

Clerk to:

- Respond to resident explaining that the Committee is making further enquiries into the issues they have raised.
- Check if there is a restrictive covenant preventing a garden of remembrance being installed in Forest East Park.
- Leave 'To consider residents responses from life magazine asking if a remembrance garden is desired' on the agenda.

**(e) To consider whether to replace broken trees**

One resident, whose tree of remembrance has recently been vandalised and torn down, had spoken to the Clerk ahead of the meeting. They are happy for the Parish Council to replace the vandalised tree with any species of tree. However, if the Parish Council was planning to replace the bench the resident would want to be informed as the current bench's plaque would need to be carefully removed etc.

In relation to the broken cherry tree next to the MUGA, the Committee decided to write to Epworth Football Club and ask them to pay to replace it.

Clerk to:

- Leave 'To consider whether to replace broken trees' on the agenda.
- Write to Epworth Football Club and ask that they pay to replace the cherry tree which was broken (at the side of the MUGA).

**PH&E 23.57**

**To consider litter bins:**

- (a) To consider a new dog bin at corner of playing fields (current one is broken)**
- (b) To consider removing litter and dog waste bins at junction with Galahad Close (bins worn and decaying and one bin's door won't shut) and replacing with dual waste freestanding bin.**
- (c) To consider whether to remove the dog bin on the Somerfield Way car park as there is already a dual waste bin at that point and neither bin gets used often.**

**Resolution:** Considering items (a)-(c) above, the Parks Committee resolved to recommend Council approve the following partly from the litter bin budget heading and partly from general reserves: (a) install a new litter bin at corner of playing fields (current one is broken), (b) removing litter and dog waste bins at junction with Galahad/Lancelot Close (bins worn and decaying and one bin's door won't shut) and replacing with dual waste freestanding bin and (c) remove the dog bin on the Somerfield Way car park as there is already a dual waste bin at that point and neither bin gets used often.

**PH&E 23.58**

**To discuss other Parks and Hall Matters**

**(a) To consider clearing the culvert and grate close to the Parish Hall car park**

The Clerk believes this will form part of the works from TCV but she is meeting with a representative next week to clarify.

*Clerk to leave 'To consider clearing the culvert and grate close to the Parish Hall car park' on agenda.*

**(b) To consider quotes for adding thermostatic valves to the Parish Hall's radiators**

A quotes is still awaited.

*Clerk to leave 'To consider quotes for adding thermostatic valves to the Parish Hall's radiators' on agenda and chase up.*

**(c) To consider re-painting the lines in the car park**

*Clerk to get quotes for re-painting the lines in the car park.*

**(d) To consider a quote to maintain the verges either side of the Parish Hall gates**

**Resolution:** The Committee resolved not to accept the quote to maintain the area either side of the Parish Hall gates.

*Clerk to let company know that the Parks Committee decided not to accept its quote to maintain either side of the Parish Hall gates.*

**(e) To consider quotes to paint the fences either side of the Parish Hall gates**

*Clerk to leave 'To consider quotes to paint the fences either side of the Parish Hall gates' on agenda but do not chase the third quote for this work as it may be left until next year.*

**PH&E 23.59**      **To consider making a donation to Neighbourhood Watch for crime prevention items**  
**Resolution:** The Parks Committee resolved to recommend to Council that a donation of £50 be made to allow neighbourhood watch to purchase crime prevention items.

*Clerk to:*

- *Add to Council agenda that The Parks Committee resolved to recommend to Council that a donation of £50 be made to allow neighbourhood watch to purchase crime prevention items.*
- *Contact Neighbourhood Watch co-ordinator and inform him of the Parks Committee's decision regarding their recommendation to Council.*

**PH&E 23.60**      **Events**

**(a) Quiz Night – October 2023**

No update.

**(b) Picnic in the Park 2023**

The Clerk added an article to LiFE magazine asking for food vans to attend the event but no response has been received yet.

*Clerk to chase up the marquee and food vans for Picnic in the Park.*

**(c) Live and Local 2023 - No Hit Wonders**

One Councillor suggested using a talent agency in future, instead of live and Local.

**PH&E 23.61**      **To discuss Blaby District Council's statement of Licensing Policy**

The Parks Committee made no comment on BDC's licensing policy.

**PH&E23.62**      **Date of next Meeting**

Tuesday 4<sup>th</sup> July 2023 at 7:30pm.

*Meeting closed 9.14pm.*